

**GEORGIA BOARD OF EXAMINERS OF LICENSED DIETITIANS
MINUTES OF REGULAR MEETING
JUNE 10, 2005**

A Meeting of the Georgia Board of Examiners of Licensed Dietitians was held on June 10, 2005 10:00 at 237 Coliseum Drive, Macon, Georgia.

The following members were present:

Tracey Neely, MS, RD, LD, Vice Chair
Jessie Wright, MS, LD, RD, Cognizant
Joan Fischer, PhD, RD, LD
Nancy Walters, MMSc, RD, LD
Deedee Williams, Consumer Member

Absent:

Lula Hutchinson, RD, LD, Chair

Others Present:

Jacqueline A. Hightower, Executive Director, Kathleen O'Neal, Director of Administrative Procedure, Yvonne LeSane, Board Secretary, Serena Gadson, Applications Specialist, Ellen Jurgens, GDA Liaison, Wylencia Monroe, Asst. Attorney General, Jasmine Rogers, AAG Intern, Mollie L. Fleeman, Division Director, Laura Meadows, Assistant Secretary of State, Kathy Harvey, Enforcement.

Ms. Neely established a quorum of the Board and called the meeting to order at 10:10 a.m.

Ms. Walters moved and Dr. Fischer seconded and the Board voted to enter into Executive Session in accordance with O.C.G.A. §43-1-2(k)(1)(2), 43-1-19(h)(2)&(4), §43-1-2(k)(4) and 50-14-2(1) and to deliberate on Applications, receive information from Cognizant Report, Investigations and the Attorney General's Report. Voting in favor of the motion were those present who included Board members Walters, Fischer, Neely and Williams. The Board concluded Executive Session in order to vote on these matters and to continue with the public session.

The Board reviewed and revised the Agenda.

Ms. Walters moved and Dr. Fischer seconded and the Board voted to approve the Minutes of April 15, 2005 as amended.

Rule 157-5-.02 and 157-5-.03

The Board held a public hearing on the proposed rules. There were no written or oral comments presented during the public hearing relating to the Rules 157-5-.02 and 157-5-.03.

Ms. Wright moved and Ms. Williams seconded and the Board voted that the formulation and adoption of these rules do not impose regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§43-1-4, 43-1-7, 43-1-25, 43-11A-7, 43-11A-14.

Ms. Wright moved and Ms. Williams seconded and the Board voted that it is not legal or feasible to meet the objectives of O.C.G.A. §§43-1-4, 43-1-7, 43-1-25, 43-11A-7, 43-11A-

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14. to adopt or implement differing actions for businesses as listed at O.C.G.A. §§50-13-4(3)(A), (B), (C) and (D). The formulation and adoption of these rules will impact every licensee in the same manner and each licensee is independently licensed, owned and operated and dominant in the field of Dietetics.

157-5-.02(2)(b) Documentation Requirements.

(b) Certificate of attendance including date of event, number of contact hours and a program agenda or description of the course; or

Acceptable Continuing Professional Education

157-5-.03(2)

(l) A maximum of twenty (20) continuing professional education units per biennium may be approved for conducting dietetics-related research as a sole or co-investigator. The investigator must participate substantially in the design of the work, analysis of data as well as writing of the report. This does not include research conducted to fulfill academic requirements, which receives continuing professional education units under academic coursework, or conducting literature reviews which are included under professional reading.

1. A sole investigator, who alone develops the study concept and design, conducts the analysis and writes the report, will receive twenty (20) continuing professional education units. A co-investigator, who participates substantially in development of the study concept and design, the analysis of data and writing of the report, will receive ten (10) continuing professional education units.

2. A final report to federal, state or other grant providing organization, or a letter verifying acceptance for publication in a peer-reviewed journal, or a copy of a published journal article in a peer-reviewed journal, or a letter verifying acceptance of research at a peer-reviewed professional association conference is required.

(m) A maximum of thirty (30) continuing professional education units per biennium may be approved/accrued for Residency and Fellowship Programs. Programs require completion of a dietetics-related, post-baccalaureate-level residency or fellowship activity with a minimum of thirty (30) contact hours. The program must meet all the following criteria: post-baccalaureate-level, dietetics-related, formalized/structured experiences, and sponsored by a US regionally accredited college or university or an institution accredited/approved by the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) or NCQA.

1. Completion of the program provides thirty (30) continuing professional education units.

2. The name of the program, address, phone number, and email address or fax number of the provider along with a certificate of completion, including date completed and number of CPEU's are required for documentation.

(n) A maximum of twenty (20) continuing professional education units per biennium may be approved/accrued for Sponsored Independent Learning activities. The individualized learning activity must be planned, carried out by the learner and it must be dietetics-related. The learner contracts with an individual, who is an expert in a particular area, using the Sponsored Learning Contract available from ADA.

1. One (1) continuing professional education unit is equivalent to two (2) hours spent on this activity.

2. The sponsored independent learning contract with original signatures, including date completed and number of CPEU's is required for documentation.

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(o) A maximum of twenty (20) continuing professional education units per biennium may be approved/accrued for Study Groups. The study group must be preplanned, provide for group participation, include 3 or more professionals, and include an in-depth study of a specific, dietetics-related topic.

1. One (1) continuing professional education unit is equivalent to one (1) contact hour.

2. A certificate of attendance/completion including date completed and number of CPEU's or CPE agenda/outline (with objectives, date, timeline, coordinator) along with the name, address, phone number, and email address or fax number of the coordinator is required for documentation.

(p) A maximum of thirty (30) continuing professional education units per biennium may be approved/accrued for earning a certification/recertification as approved by ADA-CDR. For approval, the certification/recertification program must be dietetics-related. It must require that candidates meet eligibility requirements, pass an examination to become certified initially, and require certificants to pass an examination for recertification in order to remain certified.

1. Completion of a certification/recertification provides 30 continuing professional education units.

2. The name, address, phone number, and email address or fax number of the provider and copy of the document verifying date of issue and duration of the certification including number of CPEU's are required for documentation.

(q) A maximum of thirty (30) continuing professional education units per biennium may be approved/accrued for Pre-approved Self-Study. ADA-CDR pre-approved self-study programs and self-study programs offered by CDR Accredited Program Providers are acceptable. They may be audio-based, computer-based, printed, video-based, DVD-based, CD-based, or Web-based.

1. All self-study programs must meet ADA-CDR defined content, address a single topic in depth, periodicals must be preapproved, emphasis of the program must be on relevant content, must have a minimum of 1 contact hour that is verified, and there must be a professionally developed test at the end.

2. For most programs, one (1) continuing professional education unit is equivalent to one (1) contact hour.

3. A certificate of attendance/completion including date completed and number of CPEU's or CPE agenda/outline (with objectives, date, timeline, provider) is required for documentation.

Authority O.C.G.A. §§43-11A-7

Rule 157-2 – Late Renewal:

Ms. Monroe, Asst. Attorney General, discussed her suggested changes to Rule 157-2. The Board discussed the time span for late renewal as March 31st to June 30th without penalty and consequences of unlicensed practice. The Board will discuss further on a conference call.

Inactive Status:

The Board discussed Inactive Status and required changes to the Division Director Rules.

Laura Meadows, Assistant Secretary of State:

Ms. Meadows and Ms. Fleeman attended the Board meeting briefly. Ms. Meadows expressed Ms. Cathy Cox's appreciation to the Board during the change in internal operations and expressed her thanks for the Board's patience in downturns. Ms. Meadows discussed the budget, fiscal year, 2005 budget, General Contractors Board.

Ms. Meadows suggested the Board speak to legislators and educate them on the Professional Licensing Boards imbalance. The Board discussed its views and opinions on funding.

Ellen Jurgens, Georgia Dietetic Association (GDA) Liaison Report:

Ms. Jurgens, Liaison, presented a brief informational report.

Attorney General's Report:

Heather Peebles: Ms. Walters moved and Ms. Wright seconded and the Board voted to accept the signed Consent Order. Docket number: 2005-0832.

Enforcement Report:

Diet040028: Ms. Walters moved and Dr. Fischer seconded and the Board voted to forward to the Attorney General's office.

Diet040044: Will be presented at the next Board meeting.

Diet040023: Will present signed Cease and Desist at the next Board meeting

Diet040045: Will be presented at the next Board meeting.

Cognizant Member's Report:

Diet050049: Ms. Williams moved and Ms. Walters seconded and the Board voted to refer to Enforcement.

Diet050058: Dr. Fischer moved and Ms. Williams seconded and the Board voted to refer to Enforcement.

Discussion:

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The Board discussed information they should collect:

- Training programs;
- Information from those who have expanded their skill level;
- Description of skills;

Applications:

Ms. Walters moved and Ms. Fischer seconded and the Board voted to take the following action on applications for licensure by examination:

Amanda Michelle Miller: Approved
Katherine K. Wiley: Approved
A.E.W.: Pending further documentation

Ms. Walters moved and Ms. Williams seconded and the Board voted to take the following action on applications for licensure by registration with the Commission for Dietetic Registration:

Jennifer Brooke Baker: Approved with letter of concern
Nikki Sherron Halipilias: Approved with letter of concern

Ms. Walters moved and Ms. Fischer seconded and the Board voted to take the following action on applications for licensure by restoration:

Michele L. Lozano: Approved

Ms. Walters moved and Ms. Williams seconded and the Board voted to approve applications for licensure determined to have met licensure requirements as follows:

License No.	Name	Obtained By	Issue Date
LD002856	Drew, Rachel Brookshire	Registered	4/13/2005
LD002857	Thomas, Cicely Clarisse	Examination	4/13/2005
LD002858	Bertucci, Susan Marie	Examination	4/14/2005
LD002859	Marhula, Jennifer Lynn	Registered	4/14/2005
LD002860	Coffee-Dunning, Karla Martinez	Registered	4/14/2005
LD002861	Larson, Cassandra Marie	Examination	4/15/2005
LD002862	Robinson, Emily Dawn	Registered	4/15/2005
LD002863	Sparks, Sherri J.	Registered	4/15/2005
LD002864	Mayer, Jennifer Michelle	Examination	4/28/2005
LD002865	Shacklett, Susan Jean	Registered	5/17/2005
LD002866	Knight, Carole McNeill	Registered	5/17/2005
LD002867	Ruhlen, Angela Joan	Examination	5/17/2005
LD002868	Hall, Emilia Paige	Registered	5/17/2005
LD002869	Schlichting, Dorothy Nell	Registered	5/27/2005
LD002870	Sternal, Sandra G.	Registered	5/27/2005

Ms. Walters moved and Ms. Williams seconded and the Board voted to approve applications for restoration determined to have met licensure requirements as follows:

License No.	Name	Issue Date
LD001459	West, Susan Eleanor	4/6/2005
LD000047	Benton, Katharine Ann	4/15/2005
LD002167	McGorisk, Amy Chrimes	4/15/2005

Ms. Walters moved and Ms. Williams seconded and the Board voted to approve applications for provisional licensure determined to have met requirements as follows:

Name	Issue Date
Skipper, Torrie S.	4/15/2005
Dees, Carlos D.	4/15/2005
Cole, Twanda D.	5/17/2005
Poulos, Sylvia P.	5/17/2005
Boyd, Marion R.	5/17/2005
Carpenter, Katheryn Nichole	5/27/2005
Helms, Amy Laura	5/27/2005
Laney, Andrea Gail	5/27/2005
Bahns, Michele Elaine	5/27/2005
Tilley, Kathryn Suzanne	5/27/2005

Ms. Walters moved and Ms. Williams seconded and the Board voted to adjourn at 3:30 p.m.

Tracey Neely, Vice Chair

Mollie L. Fleeman, Division Director
Professional Licensing Boards Division

Recorded by

Jacqueline Hightower, Executive Director
Professional Licensing Boards Division